

June 13, 2013

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, June 13, 2013 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Boyce, Glass, Jacobsen,
Johnson, and Chairperson Orpe.

Absent: Commissioners Donnellan and Hsiao.

Also Present: Facility Operations Manager Megerdichian and
Business Manager Williams.

MOTION: Commissioner Jacobsen moved to grant Commissioners Donnellan and Hsiao excused absences for the June 13, 2013 Commission meeting. Commissioner Johnson seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Business Manager Williams led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Johnson, seconded by Commissioner Jacobsen, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF MAY 9, 2013

MOTION: Commissioner Jacobsen moved to approve the May 9, 2013 Commission meeting minutes as presented. Commissioner Glass seconded the motion; voice vote reflected unanimous approval (absent Commissioners Donnellan and Hsiao).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

6A. Commissioner Johnson stated that he enjoyed driving the Major General of Los Angeles Air Force Base in the Armed Forces Day parade.

6B. Commissioner Glass stated that he volunteered with TARA at the Armed Forces Day parade and Commissioner Jacobsen stated that he also enjoyed the event.

7. ACTION ITEMS
7A. ELECTION OF CHAIR AND VICE CHAIR

Commissioner Jacobsen nominated Commissioner Glass for Chairperson of the Airport Commission; Commissioner Glass accepted the nomination.

MOTION: Commissioner Johnson, seconded by Commissioner Jacobsen, moved to close the nominations; a voice vote reflected unanimous approval.

Commissioner Glass was elected Chairperson of the Airport Commission effective July 1, 2013.

Commissioner Jacobsen nominated Commissioner Hsiao for Vice-Chairperson of the Airport Commission; there were no further nominations.

MOTION: Commissioner Johnson, seconded by Commissioner Glass, moved to close the nominations; a voice vote reflected unanimous approval.

Commissioner Hsiao was elected Vice-Chairperson of the Airport Commission effective July 1, 2013.

8. INFORMATION ITEMS

8A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Orpe noted that the following reports for May 2013 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, April Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for April and May 2013, and Airfield Operations Status for June 2013.

Facility Operations Manager Megerdichian reported that there are currently no hangar vacancies.

He reported that the first draft of design concepts for Airport Security Project has been submitted. In response to Commissioner Johnson's inquiry regarding Airport Pavement Rehabilitation, he stated that design of the short runway is scheduled to begin at the same time as the bidding process and construction for the Airport Security Project.

Facility Operations Manager Megerdichian discussed a May 28 incident when jet wash blew over sand-filled barricades and damaged a parked aircraft. He stated that the incident was attributed to pilot error and there was no major structural damage.

In response to Commissioner Boyce's inquiry about operational safety, he advised that the City is responsible for maintenance of the Airfield. He noted that Operations staff are first responders to incidents and work with pilots to fill out incident reports; however, it is up to the Tower to call the Fire Department when necessary.

Commissioner Jacobsen pointed out that the increase in flat tire incidents may be an economic indicator.

Responding to Commissioner Johnson's inquiry, Facility Operations Manager Megerdichian stated that the Airport is not responsible for aircraft maintenance but there are insurance requirements for both aircraft and hangars.

Commissioner Glass suggested that Report 5, Events Requiring Emergency Response, include information if the aircraft are transient or based at the Airport. There was a consensus of Commissioners and staff offered to include it in future reports.

9. ORAL COMMUNICATIONS #2

9A. Business Manager Williams shared information about her recent trip to Prague.

9B. Commissioners and staff expressed appreciation to Chairperson Orpe for his years of service as Chairperson.

9C. Facility Operations Manager Megerdichian reported that the City budget was approved on May 21 and that landing fees were not discussed. He distributed a May 16 letter from Deputy Director Cessna regarding system enhancements for the Noise Abatement Program. He stated that City Council approved the following enhancements at an approximate cost of \$78,778 annually from the Airport fund: 1) a Web Trak system that monitors radar tracks of flights in and around Torrance Airport, 2) lease of a camera system to capture curfew and training violations, and 3) addition of a program that detects early left turn movements before the shoreline. Additionally, an additional .5 Environmental Quality Officer position is being allocated to the Noise Abatement Center, making a full time position dedicated to noise abatement beginning July 1, 2013.

Commissioner Boyce stated that he is delighted with the enhancements and that it is a step in the right direction.

Responding to Commissioner Jacobsen's inquiry, Facility Operations Manager Megerdichian stated that it may be possible to integrate the Airport Security camera upgrades with the noise abatement system enhancements.

9D. Facility Operations Manager Megerdichian informed the Commission that City Council is hearing the banner tow item on June 18. He stated that staff is presenting two recommendations: the Commission's recommendation for a six month trial permit, and staff recommendation for a one year term with Commission review after six months.

9E. Facility Operations Manager Megerdichian stated that he and Business Manager Williams attended a June 10 helicopter meeting at Griffith Park. He stated that some Congressmen are pushing for federal regulations regarding helicopter noise in the Los Angeles Basin but that the FAA wants it limited to voluntary cooperation.

10. ADJOURNMENT

MOTION: At 7:50 p.m., Commissioner Johnson moved to adjourn the meeting to Thursday, July 11, 2013 in the West Annex meeting room at 7:00 p.m. Commissioner Glass seconded the motion and, hearing no objection, Chairperson Orpe so ordered.

Approved as submitted August 8, 2013 s/ Sue Herbers, City Clerk
